

CHAPTER 20 OVERHEAD AND TEAMS

OVERHEAD MOBILIZATION AND DEMOBILIZATION

Sending units will ensure that all personnel mobilized **have**:

1. Copy of Resource Order Form. Refer to NMG 80
2. Copies of Manifest/Roster: Use of the Manifest/Roster is required for Crews, regardless of transportation method
3. All personnel transported by aircraft, except on commercial airlines, will be documented on the form "**Aircraft Flight Request/Schedule**" Refer to NMG 50

REDMOND MOBILIZATION CENTER

Redmond Mob Center is activated by the NWCC Emergency Operations Manager, and the Redmond Air Center Manager (RAC) for incident support, in accordance with the Redmond Mobilization Center Operation Plan: <http://gacc.nifc.gov/nwcc/admin/policy.aspx>

When activated, the RAC Administrative Officer will staff the Mob Center using standard resource ordering procedures.

Logistics Section Chiefs on the IMT's mobilizing to the center for staging will contact the RAC Mob Center at the below listed numbers prior to arrival, to determine the level of Mob Center involvement needed to support the IMT's during staging. All other resources will be handled through normal channels.

Contacts: RAC Staging Area Mgr. or EDSO 541-504-7300, 541-504-7301, FAX 541-504-7302.

RAC Air Center, Main Office 541-504-7200.

NIGHT MOBILIZATION FOR EXTENDED ATTACK

As a general practice, Federal agencies in the Northwest Geographic Area **will not** mobilize resources between the hours of 2200 and 0500 unless an imminent threat to human life exists. This may affect the delivery time of resources to an incident. The following guidelines apply:

- The Federal dispatch offices are required to adhere to the work/rest guidelines (2:1 ratio).
- Federal Dispatch offices receiving resource orders between 2200 and 0500 should consider holding requests until 0500, so as not to interrupt the individuals rest period.
- Consideration should be given to providing adequate time between "notification" of a mobilization and the time the individual needs to be at a departure point (i.e. local airport FBO, etc.).
- Resources should be scheduled to arrive at their final destination **no later than 2200 hours**.

DEMOBILIZATION

Dispatchers will work closely with Planning, Logistics, and the Northwest Coordination Center in planning for the orderly demobilization of resources assigned to large incidents. Unit dispatchers and Incident Plans and Logistics personnel all have responsibility for maintaining documentation. NWCC will be notified 24 hours prior to release of resources for possible re-assignment and GACC planning.

INTERAGENCY WILDLAND FIRE MODULES Refer to NMG 20.

The Northwest Area has 2 Wildland Fire Modules (WFM). The Malheur NF Module is ordered through John Day Dispatch and the Rogue River-Siskiyou NF Module through Rogue Valley Communication Center. The Wildland Fire Modules are ordered in IROC as an Overhead Group request; Module, Wildland Fire TY1 (WFM1) or TY2 (WFM2). The standard WFM configuration includes one module leader and 6-9 module crewmembers. They may be configured with less than the standard WFM

configuration, but only with agreement between the requesting and sending units. Negotiated configurations must be identified within the original request.

AERIAL DELIVERED FIREFIGHTERS

SMOKEJUMPERS (SMKJ)

The USFS operates two Smokejumper Bases. The Redmond (Oregon) base will have approximately fifty (50) smokejumpers with two (2) aircraft and the North Cascade (Washington) base will have approximately thirty (30) smokejumpers with one (1) aircraft.

Requests for smokejumpers will be made through the Central Oregon Interagency Dispatch Center and the Central Washington Interagency Communication Center respectively. Refer to NWMG 80 - Northwest Area Smokejumper Dispatch Guide Map. Requests that cannot be filled through a Host Dispatcher need to be placed with the Northwest Coordination Center. During critical resource shortages, Smokejumper bases may be instructed to coordinate dispatch of jumpers with the Northwest Coordination Center.

All movement of smokejumpers between bases will be coordinated through the Northwest Coordination Center.

ORDERING SMOKEJUMPERS

Initial attack requests for smokejumpers will be made through the Host Unit and shall be placed as **load, smokejumper, initial attack** under an Aircraft Order in IROC.

When submitting an "initial attack" request for smokejumpers, utilize the Tactical Aviation Resource Order (TARO) form, Refer to NWMG 80. The information requested on the Smokejumper Initial Attack Resource Order form is critical to facilitate timely and efficient smokejumper response to an incident.

Each smokejumper operations base within the northwest will consult with the Northwest Coordination Center and determine the need to order boosters on an overhead resource order.

REQUESTING SMOKEJUMPER EXTENDED HOURS

Requests for smokejumper standby outside of normal staffing hours will be coordinated with NWCC.

HELICOPTER MODULES Refer to NMG 20

When modules are ordered, they will be sent to an off-site designated mobilization area, where both the helicopter and module will assemble. Once assembled, they will proceed as a unit to the incident.

RAPPELLERS

The USFS operates five (5) rappel bases in the Northwest Geographical Area. The five rappel bases are fully operational from June through September. Rappellers are a regional shared resource with local host support. Their primary mission is initial attack. When ordered, rappellers shall be self-sufficient for 36 hours after deployment on an incident and are assigned to the incident host unit until released.

NORTHWEST AREA RAPPELLERS

HOST	LOCATION	NUMBER OF RAPPELLERS
BMC	La Grande	40
COC	Prineville	23
CWC	Wenatchee	27
JDC	John Day	26
RVC	Merlin	21

Requesting Rappellers

Initial attack requests for rappellers will be made through the Host Unit and shall be placed as **load, rappeller, initial attack** under an Aircraft Order in IROC. Refer to NWMG 80 – Northwest Area Rappeller Dispatch Guide Map. Requests that cannot be filled through the host units shall be placed through NWCC. Additional mission specific information such as; multiple ignitions staffing request, bucket support, etc. shall be documented on the resource order. This specific information will determine mission intent and prioritization, as rappel aircraft can support and staff multiple fires without returning to their host/operating unit. All Northwest rappel aircraft shall leave their operating base rappel ready.

Preposition orders of aircraft and rappellers will be coordinated with NWCC and placed through normal channels. At a minimum, preposition orders shall be filled with “one load” of rappellers. Additional rappeller aircraft support needs shall be documented on the aircraft order in IROC.

Booster orders, if needed, will be placed by local Fire Managers with their host dispatch office. Available boosters will be mobilized through NWCC in coordination with the host unit. If no NW rappellers are available, NWCC will coordinate with the National Interagency Coordination Center for boosters available in other Geographic Areas. Booster orders will be placed on an overhead order as HRAP for rappeller and HERS for rappel spotter. Aerial transport of boosters may be ordered by the requesting unit.

Refer to Helicopter Rappel Guide at: https://www.fs.usda.gov/sites/default/files/2019-05/2019_usfs_nrog_final_approved.pdf

NON-STANDARD OVERHEAD GROUPS Refer to NMG 20**FALLER MODULES**

The Northwest Area has several Incident Blanket Purchase Agreements (IBPA's) for Falling Modules and Single Fallers. Fallers are currently hosted at multiple dispatch centers throughout the Northwest Geographic Area as modules or single fallers. The modules come with their own PPE, four-wheel drive or all-wheel drive vehicle and two chain saws. All modules are currently considered professional fallers and no longer include FAL1 certified fallers.

- Neighboring units can place an order in IROC for Falling Module or a Single Faller directly to the host units. Other units in need of fallers should place the request in IROC with NWCC.
- Each host dispatch center will use the dispatch priority list for resources offering the greatest advantage before all other private resources not under Agreement with the following exceptions:
 - For initial attack, dispatchers will follow the "closest forces" concept and utilize locally available resources according to agency and incident needs.
 - Tribal preference policy established within reservation jurisdiction.
 - Government normally will dispatch resources in accordance with this protocol; however, the number of fire orders in process and actual fire conditions at the time of dispatch may require a deviation from normal procedures in order to respond effectively to such conditions. Any such deviation will be within the discretion of the Government.
- The host unit will contact the vendor to determine if the requested module is available and will coordinate the actual dispatch. By activation of the IBPA, the location of hire is the city and state listed on the schedule of items unless the module is on a previous assignment and is traveling from the previous assignment to the new assignment. The Faller Agreement will be ranked on a priority dispatch list.

RAPID EXTRACTION MODULES (REMS)

A pre-staged rescue team assigned to a wildland fire to provide firefighters a safe, effective and efficient method of egress off the fireline in the event of injury or illness incurred during firefighting operations. Communicate with NWCC on guidance on how to order these resources.

COMMUNICATIONS COORDINATOR (COMC) NWCC will order a COMC per NMG 20**HUMAN RESOURCE SPECIALIST (HRSP)**

A Human Resource Specialist will be assigned to incident base camps when 300 or more people have been assigned to the incident. Incident Commanders should evaluate the need for a HRSP at camps with less than 300 people.

The Human Resource Specialist is responsible for:

- Monitoring for inappropriate behaviors
- Providing awareness/education on expectations for mutual respect and a harassment free work environment
- Initiating corrective action to resolve and/or prevent problems
- Preparing reports on activities related to human resources

The Human Resource Specialist will address inappropriate practices or conditions through the Incident Commander and/or other regular lines of authority. Matters that cannot be resolved during the incident will be relayed to the incident host unit for further action.

INCIDENT METEOROLOGIST (IMET) Refer to NMG 20

Dispatch Units will order direct from their local Fire Weather Office. When local Fire Weather Offices (NWS) are unable to provide an IMET located within their local fire weather district, the dispatch unit will forward the request to NWCC.

INTERAGENCY RESOURCE REPRESENTATIVE (IARR)

The IARR position will be ordered on an overhead resource order initiated by NWCC. The IARR reports to NWCC and is responsible for the safety and well-being of all Northwest Area agency resources. The IARR provides liaison services for personnel assigned to out of geographic area incidents and represents all agencies from the Northwest Geographic Area. NWCC works with Mike Gomez of the Regional Training Center, Office 541-504-7341 to coordinate IARR availability.

The IARR will coordinate through Incident Management Teams, Geographic Area Coordination Centers, hosting Agency Administrators, Fire Management Organizations, and Multi-Agency Coordinating Groups (MAC).

The IARR must be highly skilled in interagency business management, incident management procedures, accident report, government travel regulations, medical care procedures, mobilization and demobilization, and incident timekeeping. IARR's should have in-depth knowledge of agency policies and procedures, fire operations, agreements, and the dispatch/coordination system.

LAW ENFORCEMENT

Due to the shortages of available agency Law Enforcement personnel, units should fill through local resources (i.e. County and City).

TECHNICAL SPECIALIST POSITION (THSP)

A **description** of the actual duties they will be performing **must** be included in the **Special Needs box** in IROC.

Technical Specialist- Air Resource Advisors (THSP-ARA)

Specialists in air quality and smoke. Their use should be considered on a case-by-case basis for Type 1 and 2 Incidents and any long duration incident. ARA utilization is recommended for any incident in which long-term air quality degradation or impacts to critical airsheds are anticipated. Orders for ARAs will be forwarded to Forest Service lead for the Program, Pete Lahm (peter.lahm@usda.gov) and the ARA order line at 202-205-1084. Pete will assist in obtaining the closest available resource and in coordinating with the Wildland Fire Air Quality Response Program. For further information, see the following direction issued from NIFC :

<https://drive.google.com/file/d/1KVVMdPIAAXwwZO2B4KElaKjWqRZPhXLy/view>

And for more information on the program:

<https://sites.google.com/firenet.gov/wfaqrp-external/home>

UNION REPRESENTATIVE (NFFE)

Article 28.2 of the Master Agreement between the Forest Service and the National Federation of Federal Employees requires notification to the union regarding representation for bargaining unit employees assigned for duty at a fire camp.

It is the responsibility of the Incident Commander, typically through the HRSP, to notify the Council Vice President (CVP) for NFFE, Lisa Wolfe, Office 509-738-7748 when the number of individuals assigned to a

Forest Service fire incident base camp reaches 300 or when there are 300 Forest Service employees assigned to an incident base camp on a non-Forest Service incident. This notification must be done within 24 hours after staffing reaches 300.

If the CVP determines a need to send a Union Representative to a fire camp, they will provide the name, home unit, and supervisor's name of the Union Representative to the Incident Commander. The RLO will contact the representative's home unit supervisor and the NWCC overhead dispatcher to make arrangements for dispatch of the designated Union representative to the fire.

Union Representatives assigned to a fire incident base camp are to use the same work schedule they use on their home unit. They are not to be assigned beyond an eight hour shift. Further, Union representatives are not legally entitled to earn overtime or compensatory time off while performing union representational duties. The only exception is where the person is already on overtime in the performance of agency work and is called off that work for a short period of time to take care of a union representational situation. The Union Representative must check in with the IC upon arrival and departure. However, it is the responsibility of the Finance Section Chief for supervision, including time recording, of a Union Representative(s) assigned to the camp.

INTERAGENCY INCIDENT MANAGEMENT TEAMS Refer to NMG 20

The type of team to mobilize is based on incident complexities and other considerations. Refer to Red Book, Chapter 11, Incident Management and Response.

NATIONAL INCIDENT MANAGEMENT TEAMS – TYPE 1

The Northwest Area and Alaska provide three National Type 1 Incident Management Teams. These teams are available on a prescheduled rotation basis (see below). The schedule is established assigning one team as being "Up". The second team will be ready and available for an unscheduled mobilization. NWCC hosts both National Type 1 Incident Management Teams.

NOTE: NWCC mobilizes and maintains the rosters for the two NW Type 1 Incident Management Teams: PNW 2 and PNW 3.

NWCC T1 IMT MOBILIZATION PROCESS

1. The Incident Commander (IC) has primary responsibility for managing the IMT roster.
2. A week prior to the IMT assuming the #1 position in the rotation, NWCC will confer with the IC regarding the status of the current roster.
3. Should a team member be unavailable, the IC will pre-select a qualified replacement. The IC has first responsibility for filling gaps in the roster with available individuals from the ICAP Alternate Pool. If unable to fill, the IC will seek assistance from the Team Host Dispatch Center.
4. When NWCC receives a resource order for an IMT the Center will contact the IC who will, in turn, contact the Agency Administrator from the ordering unit to determine the scope and intensity of the incident, and to negotiate the appropriate IMT configuration.
5. Once the roster is complete, the IROC order will be processed and a commit message will be sent to all units.

For more information, please reference the Northwest Interagency Incident Management Team Operations Guide located on the NW web page at: <http://gacc.nifc.gov/nwcc/admin/geoboard.aspx>

NATIONAL TYPE 1 TEAM ROTATION

The National Incident Management Team rotation is maintained by NICC throughout the calendar year at web site: http://www.nifc.gov/nicc/logistics/teams/imt_rotate.pdf (Refer to NMG 20 for national rotation)

The current rotation schedule for PNW Type 1 Teams is included below and can be found online at: <http://gacc.nifc.gov/nwcc/logistics/overhead.aspx>

Summary of the Shared Type 1 IMT Rotation

The Pacific Northwest Wildfire Coordinating Group (PNWCG) hosts two Type 1 Incident Management Teams (T1 IMT) in the National Interagency Incident Management Team (NIIMT) Rotation.

2021 DUTY SCHEDULE OF PNW T1 1 IMT (example) :

Date		1st Up	2nd
05/12/20	05/26/20	PNW Team 2	PNW Team 3

The PNW T1 Teams will maintain a two week rotation that will be posted to the NWCC website

Type 1 Teams will be hosted by NWCC

- Team rotates into the "1st UP" position every 2 weeks on Tues at 0900.
- PNW Team 2 – Rob Allen, WA-CWC
- PNW Team 3 – Randy Johnson, WA-NEC

NW TYPE 2 INCIDENT MANAGEMENT TEAM ROTATION

The Northwest Geographic Area Board establishes the NW IMT rotation schedule. Up status begins at 09:00 on Tuesdays and extends until 08:59 on the following Tuesday. The first two teams in the rotation will be considered to be in the "up" position and expected to be ready to mobilize within two hours of a dispatch. The first team in the rotation of the two "up" teams, will be dispatched to the first request for a team regardless of location within the Geographic Area. The Geographic Board in consultation with the MAC Group may consider exceptions to the guidelines above on a case-by-case basis. If there is a dispatch, the next team in the rotation moves into the "up" status, taking the remainder of the previous team's week. This team will then continue in the "up" status for their regularly scheduled week as well, or until there is a dispatch. Teams returning from assignment will be placed at the bottom of the rotation.

The rotation schedule is posted to the NWCC Home page by March 1st of each year. Teams will roster from the first Tuesday in May through October 31, or as requested by the GACC. The ICs will continue in a rotation beginning November 1 through the first Tuesday in May. The Geographic Board may exercise a rotation schedule modification at their discretion or as needed depending on the incident or team specifications. An Incident Commander may remove his/her team from the rotation.

Any team mobilized on two assignments will be skipped over until all NW Type 2 Teams have been assigned at least once. Teams taken out of rotation will maintain their place in the rotation order with their rotation turn(s) being given to the next available scheduled team. When all teams have had at least one assignment, the rotation returns to the normal schedule for the remainder of the year.

OUT- of - AREA ASSIGNMENTS and GEOGRAPHIC AREA DRAWDOWN

NW Type 2 IMTs were established primarily to meet incident management needs within the Northwest Geographic Area (Oregon and Washington). Availability for out of Geographic Area assignments is managed by the PNWCG through the NWCC, in consultation with the Northwest Geographic Board.

In order to meet Geographic Area readiness and capability requirements, the following IMT availability will be maintained within the NW:

- At PNW Preparedness Levels 1 and 2, two (2) Teams must be available for in-region assignment.
- At PNW Preparedness Level 3, three (3) Teams must be available for in-region assignment.
- At PNW Preparedness Levels 4 and 5, four (4) Teams must be available for in-region assignment.

The Geographic Board in consultation with the MAC Group will consider exceptions to the guidelines above on a case-by-case basis.

The situational assessment will at a minimum consider the following:

- The current and predicted fire situation in the region as well as elsewhere in the Nation.
- The current and predicted availability of incident response resources (including incident management teams) in the region as well as elsewhere in the nation.
- Other considerations, opportunities or special conditions beneficial to the decision process.

The decision to grant an exception may be made by Geographic Board consensus.

ORDERING A TEAM

An Agency Administrator orders a team, providing the following information:

- Desired date and time of the Team's arrival
- Anticipated date and time the team will assume command of the incident
- Expected Team Configuration (i.e., Long or Short team)
- Time, date and location of the Agency Administrator / Team In Briefing
- Provide contact information for Agency Administrator

NWCC notifies the "up" team Incident Commander and provides the requesting Agency Administrator and/or current Incident Commander contact information.

The Incident Commander makes contact with the requesting Agency Administrator and/or current Incident Commander to determine/negotiate team configuration needs.

DNR DISPATCHING ROLE

By agreement with the Northwest Area Geographic Board, the DNR provides the infrastructure to dispatch three of the NW Type 2 IMTs. This includes the following services:

- Maintenance of the Alternate Pool
- Prioritization of the Trainee Pool
- Dispatching of four (3) Type 2 Incident Management Teams
 - NWIIMT 10
 - NWIIMT 12
 - NWIIMT 13

Also, the DNR ECC maintains current Team rosters in the Interagency Resource Ordering Capability (IROC).

HOSTING DISPATCH CENTER DISPATCHING ROLE

The remaining NW Type 2 IMTs will be hosted and dispatched from the following dispatch centers:

- NWIIMT 6: Eugene Interagency Communication Center
- NWIIMT 7: Lakeview Interagency Dispatch Center
- NWIIMT 8: Central Oregon Interagency Dispatch Center
- NWIIMT 9: Blue Mountain Interagency Dispatch Center

Each host dispatch center will maintain their respective team rosters in IROC.

TEAM COMMITMENT

An IMT rosters for the period of one year. Since any team can mobilize for an All-Hazard event at any time of year, they may be called upon respond at any time throughout the calendar year.

NORTHWEST INCIDENT MANAGEMENT TEAMS – TYPE 2

1. Host Dispatch Centers will establish notification and mobilization procedures.
2. Team Host Dispatch Center will ALERT “Up Team” following schedule in NWMG 20.
3. **All Resource Orders for Type 2 Teams will be placed through NWCC.**
4. When a NW Type 2 Team is dispatched within or outside the Northwest Area, only a standard team, as described in NMG 20, will be mobilized. Any additional positions must be negotiated between the Incident Commander and the Agency Administrator of the ordering unit.

NORTHWEST TYPE 2 INCIDENT MANAGEMENT TEAM ROTATION

The current Northwest rotation schedule for NW Type 2 Teams can be found online at:

<https://gacc.nifc.gov/nwcc/logistics/overhead.aspx>.

The 2021 NW Type 2 Team rotation will begin on May 1 and will rotate as follows:

Rotation Schedule (Tuesday 0900 – Tuesday 0859)								
As of May 1, 2021								
Date		NWIIMT						
5/4/2021	5/11/2021	9	12	13	10	7	6	8

**Teams will rotate weekly on Tuesday where the first team will rotate to the bottom of the list and the next team will move up.

NORTHWEST TYPE 2 TEAM IC/DEPUTY IC

TEAM	HOST UNIT	INCIDENT COMMANDER
TEAM 6	EIC	Shawn Sheldon (WIF) /Shane Theall (MAR) / Ken Paul (KENN)
TEAM 7	LFC	Jason Loomis (WRP) / Eric Knerr (FWF)
TEAM 8	COC	Kevin Stock (DEF) / Edward Hiatt (WIF) / Doug Johnson (DEF)
TEAM 9	BMC	Brian Goff (UMF) / Steve Hawkins (WWF)
TEAM 10	WAC	Alan Lawson (SES) / Bart Kicklighter (CGF) / Gary Jennings (OWF)
TEAM 12	WAC	Jeff Dimke (SPD) / Bobby Shindelar (SPFN)
TEAM 13	WAC	Brian Gales (R1R) / Aaron Schuh (RSF) / Brent Meisinger (OSO)

INCIDENT MANAGEMENT TEAM CONFIGURATION

The Northwest Area will use the Standard Configuration for Long Teams (National and Area Teams) as it appears in the NMG 20 for requests **WITHIN** and **OUTSIDE** the Northwest Area.

USE OF NON-STANDARD POSITIONS

Northwest National Teams **MAY MOBILIZE** and **WILL NEGOTIATE** “Non-Standard Positions” within and outside of the Northwest Geographical Area.

INCIDENT MANAGEMENT TEAM IN-BRIEFS AND CLOSEOUTS

The agency (hosting unit) where incident occurs needs to notify NWCC of appropriate scheduling for team in-brief and closeout of incidents.

NATIONAL AREA COMMAND TEAM Refer to NMG 20

NATIONAL INCIDENT MANAGEMENT TEAM (NIMO) Type of Assignments Refer to NMG 20.
NWCC is the host unit for the NW NIMO Team.

INCIDENT SUPPORT TEAMS**NATIONAL INTERAGENCY BUYING TEAMS (BUYT)** Refer to NMG 20

National Buying Teams are utilized to support the incident’s Acquisition Unit during the increased workload period resulting from an emergency response event. Buying Teams, report to, and work with the incident unit Administrative Officer. These teams should be considered for use when a Type 1 or Type 2 Team is being mobilized to an incident and/or an emergency event warrants.

The incident unit’s Administrative Officer will make the determination if a Buying Team is needed for support to the incident Acquisition Unit. National Buying Teams will be mobilized according to the National Rotation as described in the NMG 20. Buying Teams generally consist of seven (7) procurement members. The National Rotation can be found at the following web site:

http://www.nifc.gov/nicc/logistics/teams/buy_rotate.pdf

[Review, Audit, Process Team \(RAP\) -formerly ADMINISTRATIVE PAYMENT TEAMS \(APTs\)](#)
[Refer to NMG 20](#)

USDA/USFS REGIONAL – BURNED AREA EMERGENCY RESPONSE TEAM (BAER) Refer to NMG 20. A list of qualified Burned Area Rehabilitation Team Leaders is maintained by the Regional BAER Coordinator. Requests for BAER Team members can be directed to the Regional BAER Coordinator, (Reference NWMG 70, Regional Office/Natural Resources Unit), through the Northwest Coordination Center.

WILDLAND FIRE PREVENTION/EDUCATION TEAMS (NFPET) Refer to NMG 20
The Northwest will cover two rotations on the national Fire Prevention and Education Team Schedule. These teams will be ordered through the NWCC who will place the order with the Host Unit, WA-CWC.

The size of the team to mobilize is based on incident complexities and other considerations. For additional information, contact Regional Prevention - Acting Coordinator Karen Curtiss 541-383-5583, cell 541-480-8246.

WILDLAND FIRE AND AVIATION SAFETY TEAM (FAST) Refer to NMG 20

AVIATION SAFETY ASSISTANCE TEAM (ASAT) Refer to NMG 20

SERIOUS ACCIDENT INVESTIGATION TEAMS (SAIT) Refer to NMG 20

CASUALTY ASSISTANCE PROGRAM – CRITICAL INCIDENT STRESS MANAGEMENT – CISM

A critical incident is any unexpected, traumatic event that affects an individual's feelings of personal safety, their ability to perform daily activities, and their ability to concentrate on their normal job duties. Simply put, a critical incident is a traumatic event (or perceived life-threatening event) that has enough power to overwhelm an individual's or organization's ability to cope. A critical incident is not defined by the event itself; it is defined by the individuals and/or the organization's reaction to what occurred.

Critical Incident defined as:

Line of Duty Death	Shelter Deployment
Off Duty Death (in some instances)	Exposure to fatalities and injuries
The suicide of a co-worker or colleague	Disaster recovery work
Aviation accident	A significant event involving children
Entrapment	Acts of Terrorism
Burn-Over	Threats of Violence and to personal safety
Shooting	Serious accident or injury
Any event that is charged with profound emotion.	

Regardless of which Unit has management and control, CISM should be offered to personnel following a critical incident situation. Critical Incident Peer Support interventions are most effective when applied 24-72 hours (sometimes longer) following a critical incident. It is important for personnel to operationally disengage and often reconnect with family or other support before participating in CISM services.

Requesting Services

Requests for CISM support should be made by the Agency Administrator or designee (from the local unit where the incident occurred) utilizing the new Casualty Assistance Hotline **(1-503-808-2063)**. The on-call CAP Coordinator will notify the current CISM Coordinator. A general overview of the situation is required and the CISM Coordinator or the assigned CISM Group Leader will work with the local unit to facilitate placing resource orders as needed via a roster from the CISM Coordinator or CISM Group Leader.

Information Required When Ordering

1. **Requesting Party**
2. **Requesting Agency**
3. **Date and time of Incident**
4. **Fire/Non-Fire**
5. **Description of Incident**
6. **Location**
7. **Number of Personnel Affected**
8. **Desired day, time, and location for support services**
9. **Name, Phone number, and location of main contact for onsite coordination**

Costs

The costs for CISM services in fire operations are to be charged to the fire incident's management code. Non-fire incidents will be charged to a regional critical incident response code.

INCIDENT MEDICAL SPECIALIST TEAMS (IMS)

Incident Medical Specialist Teams are composed of an Incident Medical Manager, an Incident Medical Assistant and Incident Medical Technicians. These teams are dispatched in conjunction with the 500 person First Aid Station (NFES 001835).

IMS Teams will be ordered as a group. The manager's host unit will manage the roster for the manager's team. Orders will be sent to the manager's host unit for dispatching.

Dr. Jonathan Jui, M. D. of Portland, licensed in both Oregon and Washington, provides advice and consultation to IMS Team Managers.

On incidents that involve non-federal jurisdiction within the Northwest, IMS team member mobilization will be at the discretion of the Incident Commander and the Incident Host Unit. Any IMT taking an assignment in Washington State or Oregon State on non-federal jurisdiction lands will not automatically mobilize with an IMS team, even if an IMS team is shown in the "Duty Table" as associated with an IMT. If the assigned IMS team can't take an assignment in Washington or Oregon State, the team members can fill additional IMS personnel orders as needed on other incidents, using normal dispatch procedures.

INCIDENT MEDICAL SPECIALIST (IMS) DISPATCH PROCEDURES

If an incident needs **additional** IMS personnel, they will submit the order for the number and type of IMS personnel needed to the incident host unit. The incident host unit will check with their own personnel and their neighbors to see if IMS personnel in and around the local area are available in IROC. If, when using the IROC query system no one is available in the local area, the order will be placed with NWCC.

NWCC will query IROC to see if any IMS resources are available in the northwest area. If there are no IMS available in IROC in the NW Area, the order will be UTF'd back to the incident host unit.

Once the order has been UTF'd, the IMS Manager who is requesting additional personnel can make calls to individual IMS members to see if they are available. Once the IMS Manager has contacted and found an available person and they show available in IROC, a new order with the name suggest will be placed using the proper dispatch channels. If no one is available through IROC, then the incident should utilize local procurement to order EMT's instead of IMS.

BURN INJURY PROTOCOL: Refer to Red Book Chapter 7-147

The following standards will be used when any firefighter sustains burn injuries, regardless of agency jurisdiction. After on-site medical response, initial medical stabilization, and evaluation are completed; the agency administrator or designee having jurisdiction for the incident and/or firefighter representative (e.g. Crew Boss, Medical Unit Leader, Compensations for Injury Specialist, etc.) should coordinate with the attending physician to ensure that a firefighter whose injuries meet any of the burn injury criteria is immediately referred to the nearest regional burn center. It is imperative that action is expeditious, as burn injuries are often difficult to evaluate and may take 72 hours to manifest themselves. The main Burn Centers within the Geographic Area are Harborview/UW Medicine in Seattle WA and the Oregon Burn Center/Legacy Emanuel Hospital in Portland OR.

FIRELINE EXPLOSIVE TEAMS

Washington Department of Natural Resources has one team consisting of eight members: one Blaster Advisor, one Blaster-in-Charge, one explosives crew leader, four crew personnel, and one explosives truck driver. All team members are certified to handle, store, and transport explosives. Explosives and all necessary equipment come with the team.

On the IROC order, specify the estimated number of feet of fireline explosive needed in the Special Needs box, along with a contact name and number. The dispatching of these teams will be through the NWCC to the WA-DNR in Olympia.

LONG TERM ASSESSMENT TEAMS (LTAT)

The mission of the LTAT is to assist units (and IMTs) develop plans for management of long duration fires. The desired end state is an improved foundation for decision making on these fires, and improved communications and credibility with our land management partners.

The team will provide expertise in long term fire modeling, risk assessments, and long-term implementation planning for large or long duration fires. The team typically works for the requesting agency administrator, operating under a written agreement that establishes expectations for products, timeframes, and the availability and use of local resources.

The local unit should order the LTAT as soon as they recognize that they are managing a long duration incident.

Activation of a fire assessment team will be requested through the Northwest Coordination Center on a Resource Order. The team is hosted by the Blue Mountain Interagency Dispatch Center. The team places a priority on training analysts, field observers, and fire effects monitors, focusing first on the needs of the hosting unit.

The team will normally be composed of:

- Team Leader
- Plans Chief
- Logistics Chief
- Fire Behavior Analyst
- Fire Effects Monitor/Fire Observer
- Other Subject Matter Specialists (Ordering Unit Requests)
- Order as: TEAM, WILDLAND FIRE MANAGEMEN

